

SELECTION POLICY – MAY 2021

The purpose of this Selection Policy is to define a structured and equitable process for the Selection Committees of the Leeming Bowls and Recreation Club (the Club) to select the Club's Pennant teams.

The Club has established a good reputation within the West Australian bowling community for its competitiveness, success, facilities, and sportsmanship.

The Club wants to continue to build on this reputation and achieve ongoing success in the coming years.

Accordingly, this Selection Policy has been compiled to provide the principles and requirements that will be followed by the Selectors who are elected to undertake that task.

It also sets out the responsibilities and obligations of Players and their rights to respectfully discuss genuine grievances arising out of the Selection process.

It will also assist Players to see and understand that the Selection process is based upon objective (facts & statistics) and subjective (opinion, what is seen, compatibility, hearsay etc) assessment and other criteria that the Selectors may consider during selection.

It is the responsibility of all Selectors and Players to familiarise themselves with the requirements set out in this Policy and to apply them to the best of their ability.

This Policy may be amended from time to time as the Executive Committee deems necessary.

SELECTION COMMITTEES

Selection Committees will be elected in accordance with the Club's Constitution as follows:

- a Ladies Selection Committee to select Players for sides competing in the Tuesday and Saturday Ladies Pennant competition, comprising between three and six Selectors, as determined by the Executive Committee.
- a Men's Selection Committee to select Players for sides competing in the Thursday and Saturday Men's Pennant competition, comprising between three and six Selectors, as determined by the Executive Committee.

The relevant Directors of Bowls (DoB) or other Executive Committee Members who are appointed by the Executive Committee will have an overview of the selection process to ensure that the final Pennant selection decisions are in the best interest of our Club, are well considered, fair and unbiased.

The DoB will have no deliberative role in selection decisions.

The DoB may attend selection meetings, both routine and extraordinary as the circumstances require.

The DoB will ensure compliance with the requirements for selection set out in this Policy. In particular, the DoB will ensure that all their Selectors are afforded a fair and equal opportunity to contribute to the selection of all sides, this being the essence of the panel system for selection.

The relevant DoB will be jointly responsible for moderating the resolution of any selection grievances in accordance with the Selection Grievance Procedures set out in this Policy.

In their roles as moderators of selection grievances, the DoB will report to the Executive Committee, any Member's conduct that is in contravention of the Club Code of Behaviour, not in the spirit or laws of the game, or that brings the Club into disrepute.

The DoB will each obtain a brief report of Selection activities from their Chairperson of Selectors for presentation to the Executive Committee at each of its monthly meeting.

At the conclusion of the Pennant season, the DoB will each obtain a brief report of Selection activities for the season from their Chairperson of Selectors for presentation to the Executive Committee.

A DoB may delegate his/her responsibilities to another Executive Committee Member from time to time if they are unable to meet the requirements of the position.

Role of Selectors

Selectors are required to apply the criteria and meet the requirements set out in this Policy in undertaking their task of selecting sides to represent the Club.

Selectors must ensure that their decisions are in accordance with the requirements of this Policy and that they are fair, unbiased, not based on nepotism or cronyism, and equitable to all concerned.

At its first meeting for the year, the Selectors of each Selection Committee will choose a Chairperson, who shall preside as Chairperson for the term of the Committee.

The Selection Committees will consider and recommend to the Executive Committee for approval, the Pennant Divisions in which the Club will participate for the coming Pennant Season as soon as practicable after allocations are made by Bowls WA.

Selection Committees will select sides that, in their considered view, have the best chances of winning each match and ultimately Pennants for the Club.

Selection Committee Members will ensure that, whenever possible, they will have one or more of their number routinely attend practice games, coaching sessions, social games, Club championships and other events to observe and assess the performance and potential of Players.

Designated members of the Selection Committees must consult with team skippers, team coaches and other players, after each Pennant match, to seek an evaluation of the performance of those sides to aid the selection process and to improve side performances.

Selectors will be mindful of their own playing performance and, if they are not playing to the performance levels expected of them within the side for which they have been selected, they should play at a lower position or level and promote Players that are performing well from the next side below them.

Selectors will appoint the Side Managers for each of their sides. It is preferable that Selectors do not become Side Managers.

Selectors should commence evaluating match results immediately after a Pennant match in preparation for the next selection meeting.

Selectors will appoint a match umpire for each home Pennant day. A record of allocations will be kept ensuring umpires receive a fair rotation of duties.

Selectors will allocate the match-day duty-rink for each home Pennant match.

Selectors, in consultation with the Director of Greens, will allocate rinks for play for each home Pennant match.

Selectors will ensure that results are entered into the Bowls WA Bowslink system immediately after the conclusion of all Pennant games.

Selectors will ensure that selection sheets are properly compiled and communicated to Members via the selection email, the Club web page, the Club Facebook page, and the digital display at the Club.

PLAYER RESPONSIBILITY

Players should note that when playing Pennants, they are playing for the Club in a TEAM environment and not playing for themselves.

Selectors, and indeed our Club, expect that a nomination to play Pennants is a commitment to the entire Pennant season.

It is every Player's responsibility to ensure that they are fit and ready to perform at their best at the time, day, and venue at which they have been selected to play.

Selectors would like to make as few team changes as possible. Changes to teams are most often necessitated when Players make themselves unavailable to play.

It is unreasonable to expect that every Player will be available for every practice game and every Pennant game. Obviously, urgent or emergency situations occur, however, as a general rule, Players should honour their commitment to the Pennant competition and be available to play for the whole Pennant season.

Selectors will respond positively to Players who **are** available for most games during the season.

If a Player misses a game for any reason, there is no guarantee that they will retain their position in a team or side automatically.

It is every Player's responsibility to register, on the notice board provided in the clubrooms, their unavailability to play in any given week. Notice must be on the board by the morning prior to the Selection meeting.

Ideally, in the interest of team unity and camaraderie, Players will travel to away games in one vehicle as a team of four. However, if this is not possible, Players who are going direct are responsible for registering on the notice board provided in the clubrooms, that they are travelling direct. Notice must be on the board by the morning prior to the game.

It is the responsibility of every Player to ensure they know where they have been selected to play each Pennant game. This can be done through the selection email, viewing the selection sheets on the web page, Facebook page or the digital display at the Club.

At times, the subjective opinion of the Selection Committee may differ from that of an individual Player, therefore, it is the responsibility of Players to readily accept the decision of the Selection Committee when selected in playing positions and/or divisions.

Players should be true to themselves and to our Club and if their position is changed, they are moved or relegated, to accept the decision and to work themselves back into the position that they feel they deserve – their bowls should then do the talking.

If a Player is genuinely aggrieved and can demonstrate that the principle of natural justice has not been met, they can appeal the decision in accordance with the Selection Grievance Procedures of this Policy.

If a Player becomes unavailable to play after having been selected, it is that Player's responsibility to advise a Selector, of their withdrawal as soon as is practically possible.

The Selection Committees may take an adverse view of any Player who withdraws from a side or team because of a selection decision, then subsequently makes themselves available again.

Players down on form are encouraged to not be too proud to consult the Club coaches.

SELECTION PROTOCOLS

Selection Committee Process

The Ladies' Selection Committee will select all sides for the Ladies' Pennant competition.

The Men's Selection Committee will select all sides for the Men's Pennant competition.

Selectors will meet weekly during the Pennant season at a convenient time to allow for posting of the selected team members on the selection email, Club website, Facebook page and digital display, by no later than Wednesday evening for Men and Thursday evening for Ladies, of each Pennant week.

It is preferable that Selectors do not meet on a Pennant day.

Selectors present at each meeting will have full authority to make selection decisions, even in the absence of other panel Selectors, provided that at least two Selectors are present.

Having regard to the selection criteria set out below, and in compliance with the Bowls WA Integrity Rule, each Selection Committee must initially select their highest-ranked side, followed by the next ranked side from the Players remaining and so on until all their sides have been selected.

In order to maintain the integrity of the Selection process, Selectors must ensure that their decisions are fair, unbiased, not based on nepotism or cronyism, and equitable to all concerned.

Selection decisions are at the sole discretion of the Selectors.

It is essential that all discussions at Selection Committee meetings be kept in the strictest confidence.

The decisions of Selectors are the decisions of a Selection Committee as a whole and Selectors will not discuss the proceedings of Selection meetings, including how each individual Selector voted.

Selectors will not become engaged in discussions with Players to justify their decisions other than through the formal Selection Grievance Procedures as set out in this Policy.

Selection Criteria

While attempting to define objectives on which to base Pennant team selections, it must be recognised that there is a high level of subjective judgment required by Selectors.

Selectors are expected to meet Club goals **and** individual Players' personal expectations, however, despite the best endeavours of Selectors this is not always achievable.

ALL nominating Pennant players will be required to fill in the Pennant Player Profile Form.

Selection Committees will select sides that, in their considered view, have the best chances of winning each match and ultimately a Pennant for the Club and, in doing so, will have regard for the following selection criteria when selecting Players:

- Player performance, ability, competitiveness, and current bowling competence.
- Player's commitment to the Pennant Competition.
- Player's willingness to be a team player.
- Player's willingness to practice and improve skills.
- Player's willingness to provide advice, encouragement & leadership to others.
- Team balance, compatibility, and cohesion, recognising that a spread of particular skills is needed across all rinks and all divisions
- Player's availability for the whole season.
- Player's suitability for a position.
- How restrictive the player is in who they are prepared to play with, and in which positions they are prepared to play.
- Players personally developing their skills.
- Player's contribution to the Club.

The Selection Committees will continually review the performance of all Pennant teams.

Whenever practical, Selectors will discuss team performances with the Skips and team coaches after the completion of each Pennant and practice game.

When considering the initial selection of teams in Divisions that have been promoted to a higher Division from the previous season, Selectors will use as many of the Players who achieved the promotion, and who are available, as possible for at least the first two Pennant games.

The Selectors will consider team harmony and compatibility as an essential selection element to develop team spirit so the team/side can be a competitive unit.

Each Selection Committee must determine the best choice of Player to be promoted to a higher side based on the above criteria.

Consideration, in accordance with the above criteria, will be given to promoting Players who are regularly available for selection.

Whenever possible, a Player will only be promoted or demoted one division at a time within each Pennant competition.

There is no guarantee that any Player will retain their position in a team or side automatically if they are unavailable for a game.

The Selection Committees must take into consideration the placement of a Player that has been demoted from a higher-ranked side to a lower-ranked side. The demoted Players should be placed into a team position that encourages them to try and earn a position back into the higher-ranked side.

The Selection Committees will ensure consideration and counselling for those who are not selected, those who have been moved to a lower grade, and those who may be selected in positions or grades outside of the Player's reasonable expectation.

New Members, with a verifiable record, will be selected using the same criteria as is used for current Members.

In considering the criteria of current bowling competence, Selectors will be mindful of Players who are returning from sickness, injury, or holiday breaks.

Selectors must have regard to the duty of care to all Players (as recommended by Bowls WA) and consider the health of Players if selected to play on very hot weather days or in a position where they may not be able to sit down and rest if their health requires them to do so.

Communication

Selection Committees must inform those Players promoted to a higher side, whether the promotion is temporary due to the unavailability of other Players, or a promotion on merit. Promotions on merit will be for a minimum of two matches in the respective competition, i.e., a Tuesday, Thursday, or Saturday side.

Selection Committees must attempt, insofar as is practicably possible, to inform demoted Players of their demotion **before** the selections are communicated to Members.

Team selections will be communicated to members through the selection email, the selection sheets on the web page, the Club Facebook page and on the digital display at the Club.

Once sides have been selected and posted or emailed for viewing by Members, the selected sides will not be altered unless a selected Player or Players become unavailable to play.

Selectors will contact Players affected by any movements between sides to replace Players who have become unavailable post selection.

The Selection Committees should provide constructive feedback to Players regarding areas which could be improved or modified to enhance the possibility of a more desirable selection in the future.

If a Selector becomes aware of a weakness in a Player's performance that could hinder their possible advancement or result in potential demotion to a lower side, they may encourage that Player to seek assistance from the Club's coaching panel.

Rostering Off Procedures

All leads and seconds playing within the two lowest-ranked men's and ladies' sides, will be considered for rostering off if more than the required number of Players are available for selection on any given day.

Where a person plays on two days (that is Saturday and Tuesday, or Saturday and Thursday) they cannot be rostered off on both days in the same week. No Player will be rostered off twice during the season until all other eligible Players have been rostered off at least once.

Selectors will keep a record of the weekly rostering off, to ensure the integrity of the system is maintained.

Each week Selectors will prepare a schedule of who is not available to play in that week (based on the information that the Players themselves have provided). If more Players than are required to fill the sides for that week are then available, those who need to be rostered off (in accordance with the procedure) are taken out and highlighted on a separate list to make it clear.

The team selection sheets will show those Players who have been selected for the various sides, those who are not available for that week, and those who have been rostered off (Reserves). This achieves complete transparency for all members.

Temporary Players

Care will be taken with the placement of standby Players when there are not enough Players to fill all our sides.

If there is a shortage of Players to fill our lowest side, Selectors may ask Restricted Members to play. Each Restricted Member is eligible to play for two matches before payment of the full membership fee is required.

The Restricted Member must have a Club uniform to play Pennants and the Club Secretary must be asked to register them as a Player in the Bowls WA Bowlink system. No Member can play in a Pennant game unless they have a Club uniform and are registered to play in Bowlink.

Cross Gender Substitution

Bowls WA General Conditions of Play for the Metropolitan Pennant Competition provide for cross gender substitution as follows.

Players from the club's **lowest division** playing in a Pennant Competition may play in the opposite gender's Pennant competition with the following conditions:

- (i) Cannot be selected if eligible Players of the opposite gender are available.
- (ii) May only play in the **lowest division** and are regarded as substitutes under the Laws of the Sport of Bowls.
- (iii) Substitutes must be identified on the Pennant Result sheet.

When Cross Gender Substitution is contravened; the opposing team will be awarded a forfeit.

SELECTION GRIEVANCE PROCEDURES

Players who have a genuine grievance with a selection decision have a right to respectfully raise their concerns, with the Selectors responsible for that selection decision and have the right to expect a fair hearing.

If a Player has a grievance with another team member or members, they should first try to sort that issue out amongst themselves

Players **must not** approach a DoB or Selector with a grievance on the day of a Pennant game.

Players will provide a written outline of their complaint and any suggested solution on a Concern Form within 48 hours of the Selector's decision.

The Selection Committees will be available for discussion with their relevant Players to respond to grievance complaints at agreed times immediately before or after a Selection meeting. The DoB will be present on these occasions to moderate the discussion to ensure a fair hearing and to attempt to resolve the issue.

All discussion between Players and Selectors will be conducted in a polite and rational manner. The DoB or Selectors will not accept or discuss issues with abusive Players, nor will they accept rudeness, intimidation, ultimatums or badgering through repetitive telephone calls.

If the Player's selection concerns cannot be resolved through the DOB & Selection Committee, then the Player has the right to request that the DoB take the grievance to the Executive Committee for arbitration. In this case the Executive Committee's decision will be final.

The DoB will provide a written summary (using the Pennant Player Record of Interview Form), regarding the Player's issues and the steps taken to resolve the problem, to the President to provide the basis upon which the Executive Committee can consider the matter.

The Selection Committees may take an adverse view of any Player who withdraws from a side or team because of a selection decision, then subsequently makes themselves available again,

ATTACHMENTS

1. Pennant Player Profile
2. Pennant Player Concern Form
3. Pennant Player Record of Interview

**PENNANT PLAYER PROFILE
2021/2022 SEASON**

Please complete and place in box provided in the Clubhouse

Player Name Mobile #

Email..... (please print)

2020/2021 Pennant Season (Last Season)

TUESDAY Pennants – did you play last season? YES NO FILLED IN

What position/s did you usually play?

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What Division/s did you usually play?

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THURSDAY Pennants – did you play last season? YES NO FILLED IN

What position/s did you usually play?

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What Division/s did you usually play?

.....

SATURDAY Pennants – did you play last season? YES NO FILLED IN

What position/s did you usually play?

.....

What Division/s did you usually play?

.....

COMMENTS?

2021/2022 Pennant Season

What are your pennant aspirations and goals for this season?

TUESDAY Pennants – Are you intending to commit to this season? YES NO

1st Preference Position Division

2nd Preference Position Division

THURSDAY Pennants – Are you intending to commit to this season? YES NO

1st Preference Position Division

2nd Preference Position Division

SATURDAY Pennants – Are you intending to commit to this season? YES NO

1st Preference Position Division

2nd Preference Position Division

Any Further Information?

What are you prepared to do to meet your aspirations and goals?

Do you wish to meet with Selectors re your preferences? YES NO

LEEMING BOWLING CLUB

Concern Form

TO: Selection Committee

FROM:

CURRENT PLAYING POSITION:

DATE:

Explain **what** is of concern

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Explain **why** you have a concern, and provide an example

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Explain **how** you suggest the issue be resolved

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Signed.....

PENNANT PLAYER RECORD OF INTERVIEW

Player Name:.....Date:.....

Panel Present:.....

Player Issues: See Concern Form Attached

FeedBack/Advice:

Discussion Outcomes:

Additional Comments (Optional):

Signed by ALL Panel Present: